

Addendum #1 – RFQF 15-100



CITY OF SOMERVILLE, MASSACHUSETTS
Department of Purchasing
JOSEPH A. CURTATONE
MAYOR

To: All Parties on Record with the City of Somerville as Holding RFQF 15-100,
Historic Preservation Plan Consultant

From: Michael Richards, Procurement Analyst

Date: 5/6/2015

Re: Answer questions

Addendum No. 1 to RFQF 15-100

Please acknowledge receipt of this Addendum by signing below and including this form in your proposal package. Failure to do so may subject the proposer to disqualification.

NAME OF COMPANY / INDIVIDUAL: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

TELEPHONE/FAX/EMAIL: _____

SIGNATURE OF AUTHORIZED INDIVIDUAL: _____

Please acknowledge receipt of any and all Addenda (if applicable) by signing below and including this form in your proposal package. Attachment #1 is for your reference and do not need to be included in your proposal package. Failure to do so may subject the proposer to disqualification.

ACKNOWLEDGEMENT OF ADDENDA:

Addendum #1 _____ #2 _____ #3 _____ #4 _____

Addendum #1 – RFQF 15-100

Questions and Answers

1. Can you provide information on the consultant originally hired by the City in 2014? Is this consultant still involved in the project, and if so, might this consultant be awarded the remainder of the project?

The consultant originally hired by the City in 2014 is no longer involved in the project.

2. Who will be responsible for compiling all of the sections written by the various authors into one single document?

Amie Hayes will take the lead on compiling all of the sections written by the various authors into a single document, with support from Sarabrent McCoy and the second consultant. All team members will be responsible for reviewing the final Plan for accuracy, completeness, and consistency. Emily Monea will take the lead on copy editing the Plan to ensure concise language and consistent formatting.

3. Who will be responsible for the final layout of the Historic Preservation Plan with maps and illustrations?

Sarabrent McCoy will take the lead on the final layout of the Plan, with support from Emily Monea as needed.